P

G. R. S. IX-5]

Previous references.

S. F. 177-1385 102,
L. B. 12-1545 69160,
S. F. 211-1045 102, B. March 16.

B. Jan 24 1916-17

S. F.)

Later references.

A.R. 85-16 1 & 3.
Ent. 241-16 & 10(a).
G.F. 98-26-112.

File No. 126-16

Serial Nos. 1 and 2

GENERAL AND REVENUE SECRETARIAT.

Serial Nos. 1 and 2

Part B for December 1916.

SUBJECT.

Corr. concerning deputy Commrs. and Revenue Commrs. to sanction expenditure in petty cases such as purchase of diaries etc. required for use of Officers etc. —

S. No. 2. H. Order:-

Notify that Dy. Commrs. and Revenue Commrs. are authorised to sanction small amounts for petty requirements.

W D 88—GPB—50,000—24-7-16

M. Parthasarathi received
12-2-1917.

GENERAL AND REVENUE SECRETARIAT.

( )

NOTES.

126 File No. 16

FILE HEADING.

[illegible]

From

[illegible]

No. Dated Received

Diary No.	Enclos.	Spare Copies.	Serial No. 1

BRIEF ABSTRACT OF LETTER.

[illegible]

NOTES AND ORDERS.

Rev: Secy's order, dated 2. 3. 1916 "The case (sanctioning the recommendation) is. Can we not frame a rule under which the Dy Comr or Rev: Comr may be competent to sanction such expenditure."

Dy Supdt (marginal note) "If approved, the resolution passed will

NOTES—First Sheet.

2632 3/85-26/5

G. R. S. 12]

General and Revenue Secretariat. | File No. of 191 .

Serial No.

will be marked up and ~~sold~~ issued separately after issue (of the draft in the main file)".

(3) Sold for orders on the points raised (the draft is in the main file, having issued since 7-6-1916

(4) The question of delegating to Heads of Depts the powers of sanctioning books & ~~&~~ without reference to Govt was discussed some time back either in Br II or Br V.

A. (5) Please see item (e) of Appendix BBBB of the Civil Account Code Local Govts may delegate the powers to Select Heads of Depts & other officers under them.

(6) Br II may be consulted.

Page 301

10/6/16 , Br II) Mon 11/6/16

Sub²
Br. 14.6.16

(7) The file referred to at A above may be put up. 15-6-16

(8) Govt No. H 370-419/G.7.177-13. d. 30.7.1914. permitting all Secretaries & Govt. Heads of Depts & to purchase dictionaries not exceeding Rs 2/- e

NOTE—Contn. sheet

G. R. S. 12]

General and Revenue Secretariat.

L R. File No. of 191 .

Serial No.

and the general order. No. H 4517-57/G.7 211-10 dt 25. 2. 1911. re the purchase of Correction Slips to C A C. are put up herewith-

There is no other reference available on the subject in Br II. May this be sent on to Br I

Yes
21.6.16

20/6/16 Br II

There is no such reference in Br I

hg 27/6/16

May this be returned to Br I.

28/6/16 Br II

There is such a great danger of the power to purchase books being abused, that it is desirable to continue the present practice under which all purchases of books require to be sanctioned by Govt. If however, some decentralisation of powers in this matter is considered necessary, it may perhaps be ruled that the Rev Cmr may sanction the purchase of books for subordinate Revenue offices ~~costing more than Rs 5 each~~ the power to sanction the purchase in the Revenue office being kept with Govt

hg 29/6

Fraser)

NOTE—Contn. sheet.

GPH—70,000—17-12-15

G. R. S. 12]

General and Revenue Secretariat. | File No. of 191 .

Serial No.

(1) It is no doubt desirable to delegate certain powers to Heads of Departments and other officers under them. The powers exercised by the several officers as regards contingent expenditure are given in Appendix D Volume II of the Mysore Treasury Manual which has already become bulky. Further additions to the list will throw heavy strain on the over-worked staff of the Audit Office. I would therefore suggest that Appendix D of the Manual may be simplified by laying down as far as possible general rules applicable to all Departments in consultation with the Comptroller. Further special orders of the kind now contemplated is not desirable.

B Chamavanthi
5.9.16

SDV/5 (for I)

(2) Subd for orders.

7.7.16 (3) As a special officer has since been appointed to investigate these frauds may the file be transf° to him

8/7/16 Rest Secy)

(4) The question of decentralization is being dealt with by a Spl Officer.

(5) This may well be transferred to him for formulating proposals.

Vog. Members Yo. 13.7 11-7-16

(6) 11-7-16

331 12-7

NOTE—Contn. sheet

G. R. S. 12]

3120

General and Revenue Secretariat.

File No. of 191 .

Serial No.

298
14.7.16

√ Servant) Re nipulation arrears &c
13.7.4
dlm
14/7

Copy
22.7.16 do
Forward with compliments to Special Duty Officer as noted above
22.7.1916

L Krishnaswamy Rao
Revenue Secretary
Mon
24/7

6)
24/7

24/7/16

NOTE—Contn. sheet.

G. R. S. 12]

General and Revenue Secretariat. | File No. of 191 .

Serial No.

Forwarded with compliments to the Comptroller Mysore Government, for favour of opinion.

2. The question raised in this case is whether certain powers in regard to the purchase of books out of their contingent grants should not be delegated to Heads of Departments and officers under them.

3. The Financial Secretary has, in his note dated 5-7-1916 stated that it is undesirable to delegate such powers and that Appendix D. of the Mysore Treasury Manual should be simplified.

4. With regard to this note it may be pointed out that Clause (e) of Appendix B B B B of the Civil Account Code authorizes the delegation of such powers to Heads of Departments and that acting on this provision the Madras Government have delegated certain powers to Heads of Departments &c., (vide item No.16 of Appendix F of the Madras Treasury Manual, Volume II).

5. It seems to me that a similar delegation on simpler lines may be effected here. A revision of Appendix D of the Mysore Treasury Manual as suggested by the Financial Secretary may be effected independently of the above -- delegation.

12/8/16

R 28 / 12-8- 19

NOTE—Contn. sheet.

GPH—70,000—17-12-15

G. R. S. 12]

General and Revenue Secretariat.

File No. of 191 .

Serial No.

GEN. A

4 SEP 1916

1. Books to be purchased may broadly be classified under the following three heads:-

1. Ordinary books of reference required by all offices.
2. Books of reference relating to the Special work of particular departments
3. Books for departmental libraries and for granting prizes.

2. Books coming under class (1) may be defined and the Heads of Offices authorised to buy them, subject to such restrictions as the Heads of the Departments concerned may consider necessary to impose. Some of the books which may be classed under this head are noted in the margin and additions to this list may be authorise as the need there for is felt. Whic of these books ar necessary for eac office may be lef to be defined by the respective Heads of Departmen The cost of purchase of such books will not be much and it may be treated as an ordinary item of contingencies and admitted in audit if passed by the countersigning authority.

Civil Account Code,
~~Books which Legislative~~
~~Decree Treasury Local~~
~~Book Treasury Manual~~
Railway, Telegraph, and Postal Guides.
~~Dictionary~~ etc.

3. As regards books coming under classes 2 and 3, the power to purchase them, whether for their own offices or for offices of Sub- to them, may be delegated to Heads of Departments subject

NOTE—Contn. sheet.

GPB—70,000—17-12-15

Serial No.

subject to the condition that the purchases should be strictly limited to the specific allotments made for these purposes in the annual budgets as sanctioned by Government and that no reappropriations within their powers are made without sanction of Government to augment the grants for these purposes. If the grants are carefully fixed and the outlay is limited to grants allowed the arrangement provides for the control which it is desirable to exercise over expenditure of this nature. As for the particular books that can be bought as coming under Clauses 2 and 3 it is best to leave the selection to the Heads of Departments themselves. The books bought will be technical and departmental and the Heads of Departments may be trusted to purchase only such as are quite necessary for their departments. The audit office may be authorised to admit all purchases sanctioned by Heads of Departments. If considered necessary Government may direct the submission of quarterly or half-yearly lists of books bough review them, and issue such instructions as may be deemed necessary.

4. If general rules on the above lines, with such modifications as may be considered necessary are laid down there will be no need for the many rulings now in force in regard to the different departments and the arrangement will secure uniformity in regulating

NOTE– Contn. sheet.

GPB –70,000 –17-12-15

G. R. S. 12]

General and Revenue Secretariat. | File No. | of 191 .

Serial No.

regulating purchase of books and also provide for the necessary delegation of powers to Heads of Departments.

28. 8. 16.

Offg: Comptroller.

(1) A draft order prepared in accordance with the Comptroller's suggestions is sent for approval.

(2) The order has to be issued in B^V ii after Scrutiny by the Financial Secretary.

(3) There has been some delay in dealing with this file owing to it having had to be despatched with the other file relating to the purchase of furniture

D 93 25/8/16

2 O minutes 23/9/16.

Seen & signed

NOTE—Contn. sheet.

25/9/16 Dlc No 12/25/8/16.

GPB—70,000—17-12-15

263

G. R. S. 12]

General and Revenue Secretariat. | File No. of 191 .

O No. 2632-15-16 Serial No. Subd. Fisen). 25.9.16.

26-9-16

The following remarks are offered on the draft order:-

Para 2. Diary is included as a reference book coming under class (a). It should be "Diary for office use(but not for the personal use of officers)". Otherwise diaries required for personal use of all executive officers will be purchased at Government cost.

may be accepted (1) 30/11

Para 3. may be continued as under:-

The audit office should, however, bring to the notice of Government purchases which in its opinion do not fall under these heads.

Yes. (2)

Para 4. It is not desirable to make further additions to the number of returns that are to be furnished to Government. I think it would be sufficient if each office or institution in which the number of volumes is over 200 is directed to keep a catalogue of books and bring it up to date by the periodical issue of correction slips - copies thereof being caused to be furnished to Government.

omit

A. (3)

Para 5 is not necessary as all Government orders of importance are incorporated in the Treasury Manual by the Comptroller as a matter of course without further approval of Government.

(4)

D. 116 30.11.16

30/10/16

NOTE—Contn. sheet Revised Draft Spl. Order)

GPB—70,000—17-12-15

G. R. S. 12]

General and Revenue Secretariat. | File No. of 191 .

Serial No.

30
1.11.16.

2nd Member 1/11/16

D. 118
2.11.16.

The 7 copies supplied may be approved

HM
2/11

To Br II for favour of
Give me the usual Course

HMT
2/11/16

2632-15

Subd
Bvs
3/11/16

Please put up revised typed draft in accordance with the views of First & 2nd Members - I have indicated the alterations to be made.

HMP.03
10/11/16

[redacted]

1,2,3 etc, [redacted] of the draft order [redacted] amendments.

HM BVS
17/11/16

Fl Secy

HE
17.11.16.

902
2.12

2nd Member

30/11

Draft approved by the First Member
4.12.16

BVS

NOTE—Contn. sheet.

GPB—70,000—17-12-15

G. R. S. 12]

General and Revenue Secretariat.

G. 7 File No. 126 of 1916.

Serial No.

To The Comptroller, Mysore Gut

2809-58 dt 8.12.16

97.126.16.8.

Notifies that by Comissrs & Rev: Comissrs are authorized to sanction small amts for petty requirements etc

To The other Heads of depts:
To The Secretaries to Gut
To The Deputy Commissrs & Works

Record this Advice —

NOTE—Contn. sheet.

GPB—70,000—17-12-15

G F : 126-16
Sec : 2

Proceedings of the Government of His Highness the Maharaja of Mysore.

Read:-

Clause (e) of Appendix B B B B of the Civil Account Code Vol. I and -- Art.244 of the Mysore District Treasury Manual.

ORDER. No. F 2809-58 27-126-16-8 8 Dec 16

The Government are pleased to delegate the following powers to Heads of Departments in regard to the -- purchase of books required for their offices and for offices subordinate to them.

2. Books which are required to be purchased may, broadly, be classified under the following three heads,

(a) Ordinary books of reference required by all offices.

(b) Books of reference relating to the special work of particular Departments.

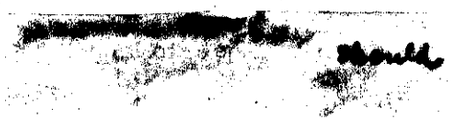
(c) Books for departmental libraries and for granting prizes.

Books coming under class (a) will be defined by Government from time to time and the Heads of offices will be authorized to buy them subject to such restrictions about the number and value, &c., as the Heads of Departments concerned may consider necessary to impose.

impose. Some of the books which come under this head are noted in the margin and additions to this list will be made as the need therefor is felt. The Heads of Departments will define which of these books are necessary for the offices subordinate to them. The cost of purchase of such books will be treated as an ordinary item of contingencies and admitted in audit if passed by the countersigning authority.

(1) Civil Account Code, Vol. I.
(2) Railway, Telegraph and Postal Guides.
(3) Dictionary.
(4) Diary for office use (but not for the personal use of the officers).

3. As regards books coming under classes (b) and (c), the power to purchase them, whether for their own offices or for offices subordinate to them, is delegated to Heads of Departments subject to the condition that the purchases should be strictly limited to the specific allotments made for these purposes in the annual budgets as sanctioned by Government and that no reappropriations within their powers are made without ------ sanction of Government to augment the grants for these purposes. As for the particular books that can be bought as coming under classes (b) & (c), the selection will be left to the Heads of Departments; and the audit office will be authorized to admit all purchases sanctioned by Heads of Departments. The Audit Office



should, however, bring to the notice of Government purchases which in its opinion do not fall under these heads.

4. Each office or Institution in which the number of volumes is over 200, is directed to keep a catalogue of books and bring it up to date by the periodical issue of correction slips - copies thereof being ~~ordered to be~~ furnished to Government.

5. This Order does not affect the instructions issued in G. O. No. ---- J.4253-300/Legis.6-12-57 dated 2nd May 1916, regarding the issue of official publications free of cost in certain cases.

May this be printed and treated as a Standing Order.

Secretary to Government.

To

The Comptroller, Mysore Government
" Other Heads of Departments.
" Secretaries to Government.
" Deputy Commissioners of Dts.

within the month following the half-year

requested to submit for the information of and review by Government, half yearly list of books purchased under this order.

5. The Comptroller is requested to revise Appendix D D of the ------ District Treasury Manual in the light of this order and submit for the approval of Government the necessary addenda and corrigenda thereto.

6. This order does not affect the instructions issued in G.P. dated 2nd May 1916 No.J.4253-300/Legn. 6-12-57 regarding the issue of --- official publications free of cost in certain cases.

2/11

22/9/16

Secretary to Govt.

To

The Comptroller, Mysore Govt.

" Other Heads of Departments.

" Secretaries to Government.

" Deputy Commissioners of Districts.